

Board Agenda Item  
February 23, 2005

PRESENTATION - 1

County Capital Improvement Program

Robert A. Stalzer, Deputy County Executive, and representatives from the Department of Planning and Zoning will present an update on the proposed Capital Improvement Program (CIP). The presentation will include a review of the CIP process, status, and recommendations as well as the format of the CIP. The Board will also be informed when the advertised CIP will be released, as well as the schedule for the upcoming workshops and public hearings to be held by the Planning Commission and the Board of Supervisors.

ENCLOSED DOCUMENTS:

None

STAFF:

Michael A. Kane, Director

Board Agenda Item  
February 23, 2005

## ADMINISTRATIVE - 1

### Resolution Supporting Northern Virginia's Congressional Efforts to Secure Federal Funding for the Potomac Heritage National Scenic Trail

#### ISSUE:

Approval of a resolution to support Northern Virginia's Congressional efforts to secure federal funding for the Potomac Heritage National Scenic Trail.

#### RECOMMENDATION:

The Park Authority Director recommends approval of the resolution to support Northern Virginia's Congressional efforts to secure federal funding for the Potomac Heritage National Scenic Trail.

#### TIMING:

Board action is requested on February 23, 2005.

#### BACKGROUND:

The Potomac Heritage National Scenic Trail (PHNST) is a nationally unique trail facility, being one of only 22 Congressionally designated trails in the National Trails System. In Northern Virginia, local governments envision this trail as a means to connect many of their local trail networks. On a broader landscape, the PHNST will link the Chesapeake Bay to the Allegheny Highlands. When completed, the trail will traverse 450 miles of terrain providing a world-class experience to bicyclists, hikers, horseback riders and paddlers. Located in one of America's most historically rich regions, the trail will serve as an integrated system of bicycle, hiking, horseback riding, boating and cross country trail networks. Opportunities for interpretive and educational programs abound, and local communities are taking advantage of the trail's national stature to promote tourism and economic development.

In Northern Virginia, federal, state and local government agencies are developing the PHNST as a trail network that will connect communities, historic sites and existing recreational trails while providing a safe and healthy alternative form of transportation. To date, approximately 33% of the PHNST in Northern Virginia has been constructed. This project will provide needed funding to bring the Northern Virginia segment of the PHNST closer to completion.

Board Agenda Item  
February 23, 2005

The projects that could be completed through this federal appropriation span the region. The priority projects include:

**1) Arlington County** – Extension of the Mt. Vernon trail by constructing 5.6 miles of on and off road trail between Roosevelt Island and Chain Bridge Road (Route 123) at the Fairfax County boundary; (\$0.812 million)

**2) Fairfax County** – Construct 4 miles of trail through Laurel Hill and construct and upgrade 3 miles of trail between Mt. Vernon and Route 1; (\$5.0 million)

**3) Loudoun County** – Construct 0.25 miles of trail through Janelia Farms, a bridge over Broad Run and 6 smaller bridges between Janelia Farms and the Cotton Bridge crossing of Goose Creek; (\$1.175 million)

**4) Prince William County** – Construct 8 miles of trail between Belmont Bay and Leesylvania State Park; (\$5.4 million) and

**5) City of Alexandria** – Construct 0.1 mile of trail boardwalk following Woodrow Wilson Bridge construction from Jones Point to Mount Vernon Trail; rehabilitate 1 mile of existing Mount Vernon Trail from the Canal Center to Oronoco Bay Park (Pendleton Street); and provide new signage. (\$1.0 million)

In total, \$13.387 million dollars is needed to construct the above referenced segments of the trail.

Northern Virginia's local governments view the Potomac Heritage National Scenic Trail as a special regional resource and fully support Congressional efforts to secure sorely needed funding for constructing, when complete, a trail of local, regional, state and national significance. The Northern Virginia Regional Commission has also endorsed a congressional appropriation to assist with the construction of this trail.

If approved, the resolution will be sent to Congressmen James Moran, Frank Wolf, and Thomas Davis, to Senators George Allen and John Warner.

**FISCAL IMPACT:**

Based on current estimates, funding in the amount of \$5,000,000 is needed for the Fairfax County portion to construct 4 miles of trail through Laurel Hill and construct and upgrade 3 miles of trail between Mt. Vernon and Route 1 .

Board Agenda Item  
February 23, 2005

ENCLOSED DOCUMENTS:  
Attachment 1: Resolution

STAFF:  
Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn Tadlock, Director, Planning & Development Division  
Thaddeus Zavora, Manager, Financial Planning Branch

Board Agenda Item  
February 23, 2005

## ACTION - 2

### FY 2005 Third Quarter Budget Review - Fund 170, Park Revenue Fund

#### ISSUE:

Approval of the FY 2005 Third Quarter Review for Fund 170, Park Revenue Fund.

#### RECOMMENDATION:

The Park Authority Director recommends the Park Authority Board approve the submission of the FY 2005 Third Quarter Review for Fund 170, Park Revenue Fund, to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on February 9, 2005, and approved for submission to the Park Authority Board.)**

#### TIMING:

Park Authority's FY 2005 Third Quarter was submitted to the Department of Management and Budget on February 18, 2005.

#### BACKGROUND:

Funding decreases are necessary to the Revenue Fund's operating budget for both revenues and expenditures. Decreases are necessary to the appropriated budget for existing facility operations as well as for the effects of new facilities. The operational revenues are decreased by \$3.2M and expenditures are decreased by \$2.6M for a net revenue impact of (\$585,289) as follows:

##### Existing Facility Operations

Staff is requesting funding decreases to the Revenue Fund's operational budget for existing facility operations. This decrease is made in equal amounts to both revenues and expenditures with no projected effect on net revenues. Revenues and expenditures are being reduced by \$1,407,850. This decrease is primarily necessary to correct an overstated budget and make adjustments for current fiscal year trends.

Board Agenda Item  
February 23, 2005

*New Facility Operations*

Staff is also requesting funding decreases to the Revenue Fund's operational budget for new facility operations. This decrease reduces revenues by \$1,747,788 and expenditures by \$1,162,499 for a net revenue reduction of (\$585,289). This decrease is necessary and attributable to the delay in the openings of the Cub Run Recreation Center and Laurel Hill Golf Project.

A total decrease to revenue of \$3,155,638 will reduce the budgeted revenue of \$32,221,980 to \$29,066,342. The total decrease in expenditures of \$2,570,349 will reduce the budgeted expenditures of \$31,435,761 to \$28,865,412 (a detail of the character level breakdown is attached). The total impact to net revenue of (\$585,289) will reduce the budgeted target from \$786,219 to \$200,930.

A request is also being made at the Third Quarter Review to transfer \$900,000 from Fund 170 to Fund 371. This transfer was requested at the FY 2004 Carryover Review and was not made by the Department of Management and Budget.

A request is being made to increase the personnel appropriation for 9/9.0 new bond funded positions as approved in the 2005-2009 Planning and Development Work Plan. Personnel costs and Recovered costs will increase by \$158,267 for the partial year impact of hiring these positions in FY 2005, with no impact to net revenues.

A request is also being made to increase the amount previously budgeted at 6/6.0 bond positions in the FY 2006 Advertised Budget to 9/9.0 bond positions. This will increase the budgeted personnel costs from \$454,822 to \$633,066, or \$178,244 for the FY 2006 Revenue Fund Adopted Budget. Recovered costs will also be increased by \$178,244 to offset the personnel increase, with no impact to net revenues.

FISCAL IMPACT:

The FY 2005 Third Quarter Review will decrease the revenue budget by \$3.2M and will decrease expenditure budget by \$2.6M with an impact to the net revenue budget of (\$585,289). Thus, the net revenue target will be revised from \$786,219 to \$200,930. The Set Aside Reserve will be decreased from \$1,686,223 to \$200,932 to reflect the \$900,000 transfer and the \$585,289 reduction to the net revenue target.

The Revenue Fund Personnel budget and Recovered Costs budget will increase by \$158,267 for the needed 9/9.0 bond funded positions. This increase has no impact to net revenues.

Board Agenda Item  
February 23, 2005

ENCLOSED DOCUMENTS:

- Attachment 1: FY 2005 Third Quarter Review – Park Revenue Fund, Fund 170
- Attachment 2: Revenue Fund – 170 – FY 2005 3<sup>rd</sup> Quarter Funding Adjustments  
Summary
- Attachment 3: Fund Statement – Fund 170, Park Revenue Fund

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Miriam C. Morrison, Director, Administration Division  
Seema Ajrawat, Fiscal Administrator, Administrative Division  
Susan Tavallai, Senior Budget Analyst, Administration Division

Board Agenda Item  
February 23, 2005

ACTION - 1

FY 2005 Third Quarter Budget Review - Fund 001, Park Authority General Fund

ISSUE:

Approval of the FY 2005 Third Quarter Budget Review submission for Fund 001, Park Authority General Fund.

RECOMMENDATION:

The Park Authority Director recommends the Park Authority Board approve the submission of the FY 2005 Third Quarter Budget Review for Fund 001, Park Authority General Fund to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on February 9, 2005, and approved for submission to the Park Authority Board.)**

TIMING:

The Park Authority's FY 2005 Third Quarter was submitted to the Department of Management and Budget on February 18, 2005.

BACKGROUND:

Revenues for FY 2005 are projected at \$2.5M vs. \$2.8M currently budgeted. Thus, a revenue decrease of \$325,000 is being requested at the Third Quarter Review.

FISCAL IMPACT:

The FY 2005 Third Quarter request for Fund 001, Park Authority General Fund impact, is a reduction to the revenue appropriation by \$325,000 contingent on approval by the Board of Supervisors.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2005 Third Quarter Review – General Fund 001

Board Agenda Item  
February 23, 2005

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Miriam Morrison, Director, Administration Division

Seema Ajrawat, Fiscal Administrator, Administrative Division

Susan Tavallai, Senior Budget Analyst, Administrative Division

Board Agenda Item  
February 23, 2005

## ACTION - 3

### FY 2005 Third Quarter Budget Review - Fund 370, Park Authority Bond Construction

#### ISSUE:

Approval of the FY 2005 Third Quarter Budget Review submission for Fund 370, Park Authority Bond Construction.

#### RECOMMENDATION:

The Park Authority Director recommends the Park Authority Board approve the submission of the FY 2005 Third Quarter Budget Review for Fund 370, Park Authority Bond Construction to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on February 9, 2005, and approved for submission to the Park Authority Board.)**

#### TIMING:

The Park Authority's FY 2005 Third Quarter was submitted to the Department of Management and Budget on February 18, 2005.

#### BACKGROUND:

With regard to Fund 370, Park Authority Bond Construction, the Park Authority had a total of \$75,000,000 in authorized bond sales for parkland acquisition and development from the 1998 Park Bond Program. Bond sales to date from the 1998 Park Bond Program total \$75,000,000 with the last \$10,070,000 sold in the fall of 2004. The Park Authority had \$20,000,000 approved as part of the 2002 Bond Referendum. Bond sales to date total \$20,000,000 with the last \$3,850,000 sold in the fall of 2004. In addition, the Park Authority had \$65,000,000 approved as part of the fall 2004 Bond Referendum. As part of the FY 2005 Third Quarter Review, the Park Authority is requesting that \$5,000,000 in Athletic Fields, \$1,600,000 in Infrastructure Renovations, \$3,000,000 in Trails and Stream Crossings, \$1,000,000 in Natural/Cultural Resources, \$5,000,000 in Community Parks/Courts, \$5,000,000 in Building Renovation/Expansion, and \$6,000,000 in Land Acquisition for a total of \$26,600,000 of the fall 2004 Bond Referendum be appropriated at Third Quarter.

Board Agenda Item  
February 23, 2005

Based on a beginning cash balance in FY 2005 of \$34,165,204 and a projected future bond sale of \$26,600,000, the Park Authority will have a total appropriation of \$60,765,204 for FY 2005 to be expended on park land acquisition and development.

FY 2005 Beginning Cash Balance	\$34,165,204
Future 2005 Bond Sale	<u>\$26,600,000</u>

FY 2005 Third Quarter Total Request	<u>\$60,765,204</u>
-------------------------------------	---------------------

These funds will allow the Park Authority to continue the 1998, 2002, and 2004 Park Bond Program and complete the projects within the approved timeframe based on the Cash Flow Plan approved by the Board of Supervisors

FISCAL IMPACT:

The FY 2005 Third Quarter appropriation for Fund 370, Park Authority Bond Construction is projected to be \$60,765,204 contingent on approval by the Board of Supervisors.

ENCLOSED DOCUMENTS:

- Attachment 1: FY 2005 Third Quarter Review Fund Statement – Fund 370, Park Authority Bond Construction
- Attachment 2: Project Adjustment Request - Fund 370 Park Authority Bond Construction

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Lynn Tadlock, Director, Planning & Development Division  
Thaddeus Zavora, Manager, Financial Planning Branch  
Michael Baird, Management Analyst, Financial Planning Branch

Board Agenda Item  
February 23, 2005

#### ACTION - 4

#### FY 2005 Third Quarter Budget Review - Fund 371, Park Capital Improvement Fund

##### ISSUE:

Approval of the FY 2005 Third Quarter Budget Review submission for Fund 371, Park Capital Improvement Fund.

##### RECOMMENDATION:

The Park Authority Director recommends Park Authority Board approval of the submission of the FY 2005 Third Quarter Budget Review for Fund 371, Park Capital Improvement Fund to the Department of Management and Budget. **(This item was reviewed by the Budget Committee on February 9, 2005, and approved for submission to the Park Authority Board.)**

##### TIMING:

The Park Authority's FY 2005 Third Quarter was submitted to the Department of Management and Budget on February 18, 2005.

##### BACKGROUND:

With regard to Fund 371, Park Capital Improvement Fund, the Park Authority has a current appropriation of \$9,537,418 for projects in the fund. These funds are to be utilized for projects listed in Fund 371, Park Capital Improvement Fund and include those activities associated with the improvement fund such as easement administration, proffer development, park rental building repairs, improvements to revenue generating facilities, grants, and park improvements made possible as a result of lease payments on park sites. Due to a change in financial reporting, the treatment of funds which were received from the sale of EDA Laurel Hill Public Facilities Revenue Bonds in 2003, the Laurel Hill Golf Project (004790) is no longer reflected in Fund 371 and will be reported through a separate account. At the Department of Management and Budget office request, the FY 2004 Carryover requested appropriation of \$1,061,674 in Proffer Revenue and \$350,000 for the ParkNet and Park Rental Building Projects as part of the transfer from Fund 170, Park Revenue Fund for a total of \$1,411,674 were delayed until FY 2005 Third Quarter to resolve potential audit and deferred revenue questions.

For the FY 2005 Third Quarter Budget submission, the Park Authority is requesting that an additional \$1,411,674 be appropriated by the Board of Supervisors for proffer

Board Agenda Item  
February 23, 2005

revenue received in FY 2004 and to increase the ParkNet and Park Rental Building Maintenance Projects. The additional amounts requested are:

- \$1,061,674 increase in Proffers due to receipt of proffers funds in FY 2004
- \$200,000 increase needed for the ParkNet Project to appropriate funds received from Fund 170
- \$150,000 increase for Park Rental Building Project to appropriate funds received from Fund 170

FY 2005 Appropriation	\$9,537,418
Additional Requests	<u>\$1,411,674</u>

FY 2005 Third Quarter Total Request     \$10,949,092

- In addition to the appropriation request, the Park Authority will request a transfer of \$550,000 to the Facilities and Services Reserve from Fund 170, Park Revenue Fund. The Balance in the Facilities and Services Reserve will be increased from \$1,061,579 to \$1,611,579.

FISCAL IMPACT:

The FY 2005 appropriation for Fund 371, Park Capital Improvement Fund is currently \$9,537,418. Based on the additional request of \$1,411,674 the total appropriation request for FY 2005 as a result of the Third Quarter Review is \$10,949,092.

ENCLOSED DOCUMENTS:

Attachment 1: FY 2005 Third Quarter Review Fund Statements – Fund 371, Park Capital Improvement Fund

Attachment 2: Project Adjustment Request - FY 2005 Third Quarter Review – Fund 371 Park Capital Improvement Fund

STAFF:

Michael A. Kane, Director

Timothy K. White, Deputy Director

Lynn Tadlock, Director, Planning & Development Division

Thaddeus Zavora, Manager, Financial Planning Branch

Michael Baird, Management Analyst, Financial Planning Branch

ACTION – 5

Contract Award – Phase I Improvements to the Core Area at Lake Fairfax Park (Hunter Mill District)

ISSUE:

Approval of a contract award to Desbuild Incorporated, of Hyattsville, Maryland in the amount of \$1,680,000 for the construction of an accessible lake front marina and related site work at Lake Fairfax Park.

RECOMMENDATION:

The Park Authority Director recommends approval of a contract award to Desbuild Incorporated of Hyattsville, Maryland in the amount of \$1,680,000 for the construction of an accessible lake front marina and related site work at Lake Fairfax Park. In addition, the Director recommends reserving \$168,000 or ten (10) percent of the contract award for contract contingency, \$100,800 or six (6) percent of the contract award for administrative costs and \$45,000 for other project related costs. **(This item was reviewed by the Planning and Development Committee on February 2, 2005, and approved for submission to the Park Authority Board.)**

Contract Award	\$ 1,680,000
Contract Contingency (10%)	\$ 168,000
Administrative Costs (6%)	\$ 100,800
Utility Costs	\$ 20,000
Permits and Special Inspections	<u>\$ 25,000</u>

TOTAL COST	\$ 1,993,800
------------	--------------

TIMING:

Board action is requested on February 23, 2005, to maintain the project schedule.

BACKGROUND:

Lake Fairfax is a 479-acre multiple resource park located in the Hunter Mill Magisterial District. The 1998 Park Bond Program and the FY 2004 - 2005 Work Plan includes a project for phase I improvement to the core facilities at Lake Fairfax Park.

Board Agenda Item  
February 23, 2005

The Park Authority Board approved the project scope for phase I improvements to the Lake Fairfax core area on July 23, 2003. Due to substantial cost, redevelopment of the core area has been separated into a multi-phased project. The phase I improvements provided by this contract include the construction of an accessible lake front marina comprised of a boardwalk, boathouse, floating docks and related site work. Phase II core area improvements will be scoped, designed and constructed using funds from the 2004 Park Bond Program.

Two (2) sealed bids for the construction of an accessible lake front marina and related site work at Lake Fairfax Park were received and opened on January 27, 2005, as summarized in Attachment 1. The lowest responsible bidder was Desbuild Incorporated. Their bid of \$1,680,000 is \$356,000 or 26.9% above the Park Authority's pre-bid estimate of \$1,324,000 and \$197,000 below the next lowest bidder. The work is to be completed within 270 calendar days of Notice-to-Proceed. Desbuild Incorporated holds an active Virginia Class A Contractors License. The Department of Tax Administration has verified that Desbuild Incorporated has the appropriate Fairfax County Business, Professional and Occupational License (BPOL).

To determine why the low bid exceeded the cost estimate by 26% the project designer was asked to compare Desbuild's bid breakdown with the pre-bid cost estimate. Generally speaking, the cost increase was associated with constructing the retaining wall, installing the piles and a higher than anticipated percentage of overhead and profit. A majority of the cost overrun can be attributed to a lack of local marine contractors and higher than normal risk associated with having to wet drill through rock and/or an existing concrete to install pile foundations for the marina.

FISCAL IMPACT:

Based on the post-bid update, funding in the amount of \$1,993,800 is necessary to award this contract and to fund the associated contingency, administrative costs and other project related costs. Based on encumbrances and expenditures to date, funding is currently available in the amount of \$1,300,000 in Project 475898, Building Renovations, in Fund 370, Park Authority Bond Construction. Additional funding will be available in the amount of \$693,800 in Project 475804, Building Renovation/Expansion, in Fund 370, Park Authority Bond Construction based on approval of the FY2005 Third Quarter Review to award this contract.

Board Agenda Item  
February 23, 2005

ENCLOSED DOCUMENTS:

Attachment 1: Bid Results  
Attachment 2: Scope of Work  
Attachment 3: Cost Estimate  
Attachment 4: Site Plan

STAFF:

Michael A. Kane, Director  
Timothy K. White, Deputy Director  
Charlie Bittenbring, Director, Park Services Division  
Brian Daly, Director, Park Operations Division  
Lynn S. Tadlock, Director, Planning and Development Division  
John Lehman, Manager, Project Management Branch  
Deb Garris, Supervisor, Project Management Branch  
Jim Duncan, Project Manager, Project Management Branch